

A. Information about the Suggestor:

25X1A

[REDACTED] GS-14, Administrative Officer, Personnel Office

B. Summary of the Suggestion:

The suggestor proposes that consideration be given to providing tables instead of desks for the greater majority of CIA employees, believing that the suggestion would result in less security violations and should provide a substantial savings in procurement costs.

C. Evaluation of Concerned Offices:

The Logistics Office has informed the Committee that an arbitrary policy whereby tables would be purchased for offices throughout the Agency in lieu of desks is believed undesirable. The functions of many offices of the Agency and the duties of many positions in these offices are such that desk drawer space is required for the storage of unclassified manuals, blank paper, reference texts and many other items of office supplies used in connection with everyday activities. The use of tables for stenographic and typing personnel is not feasible inasmuch as typewriters should be placed at a certain height for typing efficiency. Files attached for Committee reference.

D. Note:

Rejection for award of this suggestion appears to be indicated in view of the above appraisal. A letter of appreciation expressing the Committee's interest in the constructive thinking and initiative shown by the suggestor is recommended.

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Security Information

MAY 21 1953

Secretary, Efficiency Awards Committee

Chief, Administrative Staff, Logistics Office

Employee Suggestion No. 225

1. Recommend rejection.
2. Subject suggestion is the same as that contained in Employee Suggestion No. 149, previously commented upon by this office.

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LO/AS/JAS:lmr (20 May 1953)

Distribution:

- 2 - Addressee
- 1 - LO/Official file

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